



MEMORANDUM

TO: Mayor and Council Members

FROM: Mike Trimble, Director, Contract and Land Management Department

DATE: May 15, 2009

SUBJECT: Selection for the Integrated Solid Waste Management Master Plan

On the May 21, 2009 Council Agenda, Contract and Land Management will have an RCA recommending approval for the negotiation and execution of a professional services agreement with HDR Engineering, Inc. to develop an Integrated Solid Waste Management Master Plan for the City of Austin Solid Waste Services.

The Solid Waste Advisory Commission (SWAC), at their May 13, 2009 meeting, adopted the attached resolution regarding the proposed selection of HDR Engineering for professional services for the Integrated Solid Waste Master Plan. SWAC recommended that the City Council take no action to award this contract at this time while SWAC considers what options that they may have for participation in selection of the consultant. Their resolution suggests that the minimal difference in scoring indicates a need for a more diverse set of inquiries, and that more SWAC and community input was needed in development of the ranking matrix used.

Staff used the standard City of Austin professional services evaluation criteria for the consultant selection process, in compliance with City Council approved policy and state law. The standard evaluation criteria are used to evaluate professional services submittals including other planning initiatives such as the City of Austin Comprehensive Plan, Waller Creek Tunnel Master Plan, and the ABIA Drainage Master Plan.

The SWAC reviewed the final draft of the Scope of Services for the Integrated Solid Waste Master Plan at their October 8, 2008, meeting prior to issuance of the Request for Qualifications (RFQ). The Zero Waste Strategic Plan is included in the Scope of Services as a guiding document for the Plan and a significant expectation of this consultant will be to formulate a public participation strategy at various stages of the master planning process, which will give both SWAC and any other interested parties an opportunity to participate in the plan development.

The standard evaluation criteria were published as part of the RFQ solicitation package on January 28, 2009. The SWAC was advised that the standard consultant selection process would be used for this solicitation.

The RFQ evaluation process was very competitive as reflected in the evaluation matrix attached to this agenda item. The evaluation resulted in a staff recommendation based upon the highest-ranked firm as per the RFQ evaluation matrix.

City staff does not recommend additional involvement of SWAC in the selection process or any other modification of the selection process for the Integrated Solid Waste Management Master Plan. If the RFQ selection process is substantially modified after it has begun, there is an inherent risk of violating state laws and other potential legal issues that pertain to maintaining a level, competitive playing field for respondents.

In consideration of the SWAC's concerns, CLMD has thoroughly reviewed the RFQ selection process that was conducted and has found no problems or issues that would cause concern with its result. Staff recommends that City Council approve the negotiation and execution of the professional services agreement with the highest-ranked firm.

The intent of the Solid Waste Management Master Plan selection and contract process is to hire a firm to provide experienced, impartial, and professional guidance to city staff, the SWAC, City Council and the public to formulate and adopt a Solid Waste Master Plan that implements and accomplishes the City's Goal and Objectives.

The Solid Waste Services Department will ensure that Solid Waste Advisory Commission's input and concerns are recognized and incorporated into the plan as it is developed.

Please contact me if you have any questions, and please be advised that this solicitation remains in the No-Contact Period per the City of Austin Anti-Lobbying Ordinance.

cc: Marc Ott, City Manager
 Robert Goode, Assistant City Manager
 Rudy Garza, Assistant City Manager
 Willie Rhodes, Director, Solid Waste Services
 David Smith, Law Department
 Howard Lazarus, Public Works Department
 Rosie Truelove, CLMD Division Manager

CITY OF AUSTIN

SOLID WASTE ADVISORY COMMISSION

SOLID WASTE SERVICES MASTER PLAN RCA RESOLUTION

May 13, 2009

VOTE: 5-0-1

Motion made by: JD Porter

Seconded by: Tracy Sosa

Commissioners Consenting: Gerry Acuna, Rick Cofer, Maydelle Fason

Commissioners Dissenting: None

Commissioners Abstaining: Jason Pittman

Commissioners Absent: None

Whereas, the Solid Waste Services Integrated Solid Waste Management is based on the *Zero Waste Strategic Plan* whose target date for completion of implementation is 2040, making this a long term plan with far reaching consequences, and

Whereas, careful decision making and significant public and stakeholder input at the beginning is vital to insuring that the optimal path to the goal of Zero Waste is well defined, and

Whereas, the process used to select the consultant currently recommended did not involve the Solid Waste Advisory Commission (SWAC) or community input in the development of the ranking matrix used, as repeatedly requested by SWAC, and

Whereas, the significantly minimal differences between the rankings of the contending consulting firms indicates a more diverse set of inquiries may have resulted in greater and more definitive difference in scores, and

Whereas, both completion of a SWS Departmental Review and the swearing in of a new City Council are still pending, possibly prolonging the date when a final decision on the issue needs to be made and allowing for a more thorough selection process,

Therefore, Be It Herby Resolved, that

SWAC recommends no action be taken in executing a professional services agreement for planning services related to the Integrated Solid Waste Management Mast Plan at this time. Further, SWAC recommends and requests that this issue be revisited after determining what option for participation, by both SWAC and the community to be a part of the process, are available to be used in ranking before the selection process moves forward.